

FIRE COMMISSION MINUTES Thursday, March 12, 2015 LETA VAUGHN

Call to order 7:05

Attending Ron Drake, Jazmine Duncan, Floyd Stroughton

-Approval of Minutes Bob Lippman motions, Bob Russell seconds, unanimously passes

-Public Comment: none

-Fire Chief's Report: Ron Drake

No fires except unattended campfire at campground.

Fire crew was here March 9-11 doing clearing down by Castle Creek by Creekside Lane, they spent night 2 night at Fire Station 1. Ron helped burn with them today.

Ron D. Helped Willoughby's burn a pile. Ron D. walked fence line of property with Greg Halliday who wants to level out an area where the fence will go. Can we get the town to do the work? Jaz how important is the fence. Bob L who is owner on other side? Floyd BLM. Purpose of fence was to keep cows out and identify our property. Bob. L we will have to have conversation with BLM about this issue. Jaz will speak to Town about having Jason do the leveling. One suggestion was just put in corner posts and don't have other fence parts. Fence outlines the firehouse property lines. Bob L. will discuss w/ blm. Floyd just put corner posts in and nothing else. Ron D. if we decide to fence we should put in gates.

Ron D. will start testing town siren once a quarter, he will put a notice in the paper and send note to Ali about test and put in paper. Bob L.: need to decide what siren means. Can discuss siren meaning at disaster mitigation meeting for emergency plan. Could ask for feedback if they can here the siren. Ron D. would like to order a Portable tank and gave commission handouts with tank info. Everyone to go over tank info and discuss through email.

Ron D. and Mark Marcum are in process of registering engine 36, 38 new 5 ton engine. Not sure when we will get 5 ton.

-Treasurer's Report: Bob Russell

--Financial accounting update (ongoing)

Got a notice from Utah State Auditor they have a draft of aup engagement guidelines. Guidelines on how debt issues are dealt with, have a suggested set of guidelines online and would like comments from us.

Bob L.: should circulate our comments email.

Also notice from Auditors Office Quarterly Newsletter that they will no longer do road trainings only online training sessions webinars. Also changing threshold for auditing.

Bob L. and Leta would like an end of the year budget line on end of budget report. Need to know the bottom line figure.

Bill to pay for legal fees for Christy Sloan whom we pre-approved \$500 and bill came out to \$868.75. Need to approve of \$368.75 extra. Leta motions to authorize a check for 868.75 Bob R seconds unanimously passes.

--Discussion and possible action on policies/procedures for department/district purchasing, accounting, reporting and record-keeping (ongoing)

--Discussion and possible action on budget approval process, amendments, and reporting (ongoing) nothing

-Updates regarding Shafer Ln. Extension easements and proposed agreement with town: Bob Lippman

Document is ready! Bob L. reviewed it and is ready to approve it. Bob L. motions to approve the mutual easement and right away agreement as written by Sloan. Bob R. seconds, unanimously passes.

--Discussion and possible action on proposed letter of support for Wabi Sabi Make a Difference Grant application

Bob L. motions to approve of letter Leta V. seconds unanimously passes

-Discussion and possible action on immediate needs/purchasing and engine repairs/upgrades

Tank follow up and circulate through email.

-Discussion and possible action on creating a policy on FD patch collection requests.

Leave it up to Ron D.

-Discussion and possible action on long term planning, fire dept. needs, priorities, vision and policies: setting of workshop(s) for development of standard operating guidelines, policies and procedures

Plan to start discussion on membership requirements at next meeting.

Jaz had discussion with Diane Vaughn getting someone else trained to backup safety officer that could be there during trainings. She would be on board with that. Bob L. officer duties sog's?

-State/County/Town Hazard Mitigation Planning update: Jazmine Duncan/Bob Russell

Finished priority recommended projects tied up resource list. Draft will be out second Wed. in April. Public hearing 2nd Wed. in May at 6 pm. After that, will be finalizing the plan. Then work on projects mainly emergency plan.

-Emergency Medical Responder Report: Bob Russell

Things have been very quiet. Jim Goff is participating and functioning member.

-Firewise update: Completion of Community Fire Plan; CV crew work and budget (FFSL):

Bob Lippman kiosks are here. Looking at setting chipper dates

-Special topics for Closed Session (if necessary): personnel matters, award & recognition program, etc.

Housekeeping: Resolution to get the name right- Grand County Service Area for Castle Valley Fire Protection. Bob L. motions, Bob R. seconds, unanimously passes.

Adjourn Bob R. motions Leta seconds, unanimous 8:31